

Environmental Policy

Fileder Filter Systems provides filtration equipment as a technical solution for removing contaminants and recirculating water, promoting the conservation of natural resources and the safe disposal of pollutants. Where applicable, products are approved by the Drinking Water Inspectorate (DWI) and Water Regulations Advisory Scheme (WRAS), and Fileder is a long-term member of the Water Quality Association (WQA).

Fileder is committed to supporting the environment and its aim is to manage business processes to have a minimum negative impact on the environment through:

- Complying with applicable environmental legislation
- Prevent pollution, where possible
- Reduce waste and promote recycling
- Incorporate energy efficiency measures into its facilities and activities
- Ensure staff are aware of the environmental impacts of their work activities
- Use ethical manufacturers who share its beliefs and values of corporate responsibility towards the environment, where feasible
- Commit to continuous improvement through its ISO 14001 Environmental Management System (EMS) and relating objectives

To support these aims, Fileder's EMS encompasses the below practices.

Prevention of Waste and Hazardous Waste

- The Fileder product range does not fall under the REACH directive (manages the use of chemicals that can harm the environment) or contain biocidal products that harm the environment
- A COSHH register is used to evaluate the use of any on-site chemicals and replace them with more environmentally friendly alternatives
- All sanitised waste is managed to the point of disposal
- The designated, licenced, waste provider ensures zero landfill and provides annual Waste Transfer Notes, demonstrating non-hazardous waste is disposed of correctly
- Stock levels are managed against demand to reduce unnecessary purchasing and waste from discontinued products
- Bulk purchasing and the consolidation of deliveries from suppliers and to customers, is practised to minimise transport movements and relating greenhouse gas emissions
- High stock holdings allow for container shipments rather than air shipments, thus reducing greenhouse gas emissions
- Stock is rotated according to use by dates/date received to reduce waste
- Lightbulbs are replaced with LED lightbulbs as and when they die, to be more energy efficient and lighting is technically controlled, or sensor activated to prevent it being unnecessarily left on
- TV monitors and air conditioning are centrally controlled, and computers have a 15-minute standby, to avoid unnecessary energy use
- Company cars are being replaced with electric cars
- Fileder's Spectrum brand packaging is made from 80% recyclable materials
- Increasingly digitised office and promotion of 'think before printing' to reduce paper use

Preparing for re-use

- Company phones are re-used or sent to an online recycle facility
- If stock items are damaged or non-conforming products arise, where satisfactory quality levels can be achieved, we look for new ways to improve our recycling efforts and reduce our waste at every opportunity
- Pallets received from suppliers are re-used for customer deliveries

Recycling

- Product packaging waste is separated with cardboard and plastics collected in a baler for recycling by a licenced provider
- All staff are expected to use the recycling bins provided in the offices and various locations of the Fileder building, according to the training and signage provided
- For electrical waste, the relevant serviceable parts are retained for future use and computers are stripped out to keep hard drives etc. Together with any redundant printers or other electronic devices, they are recycled at a licenced refuse facility
- Lightbulbs, printer toner cartridges, and domestic batteries are recycled
- Car tyres are recycled into different products
- Air cushions used by Despatch for packaging are 100% recyclable

Other recovery

- Non-hazardous waste that cannot currently be recycled is incinerated, with the energy being recovered and distributed to local businesses

Employees, including homeworkers, are expected to uphold this policy from the training and procedures provided, with breaches subject to the Company's Disciplinary Policy.

Owner: Business Services

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